
HEALTH EDUCATION

3-12.6 WORK SITE HEALTH EDUCATION SERVICES

- A. Purpose This section sets forth IHS policy, objectives, procedures, and responsibilities governing the delivery of health education services in work site settings (i.e., IHS and tribal health care facilities, private industries, tribal and other Government offices and schools which employ American Indians/Alaska Natives).
- B. Policy IHS will promote the adoption of healthy lifestyles by providing information and teaching skills on health issues to create a healthy work site environment.
- C. Objectives
- (1) Assess the need for health education and promotion services in work site settings.
 - (2) Coordinate the development, implementation, and evaluation of work site health education programs in conjunction with other health care providers, voluntary organizations, professional groups and work site staff.
 - (3) Provide opportunities for employees to review and learn new skills, practices and attitudes for the promotion and/or maintenance of personal health, especially in those areas which might contribute to improve job performance or satisfaction.
 - (4) Coordinate in-service training to work site management in the cost-benefit and effectiveness of health promotion and education provided in work site setting.
 - (5) Evaluate the effectiveness of work site health education and promotion programs in relation to: (1) employee participation; (2) management support and participation; (3) improved employee productivity; (4) decrease days lost; and (5) improved employee and family health.
- D. Procedures Each local health education program will have written procedures for coordinating and delivery of work site health education services to include what is to be done, who is responsible for implementing the activity, time schedule, and evaluation and follow up.

(3-12.6D Continued)

- E. Responsibilities
- (1) Utilize group assessment tools for individual and group and needs assessments from which health education plans may be developed.
 - (2) Coordinate the implementation of screening activities aimed at identifying potential personal and environmental health risks.
 - (3) Coordinate risk reduction and/or health promotion classes designed to encourage the adoption of healthy lifestyles.

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- (4) Conduct evaluation of work site programs.
- (5) Work with management and employees to change as necessary the work site environment to more effectively provide opportunities for the adoption of healthy lifestyles (i.e., change in cafeteria foods to include low calorie foods).